



EAST RIDING

OF YORKSHIRE COUNCIL

HOME TO SCHOOL TRANSPORT SEASON TICKETS TERMS AND CONDITIONS

- i) Anyone travelling on a Council contracted home to school bus service must be in possession of a ticket or bus pass which is valid for that journey.
- ii) Any travel pass or season ticket issued remains the property of the East Riding of Yorkshire Council and is subject to the conditions of the East Riding of Yorkshire Council Home to School Transport Policy at the date of issue.
- iii) Season tickets must be shown to the bus driver on boarding the bus. It must also be shown upon request to the Bus Monitors, East Riding of Yorkshire Council Officials or bus company officials. In all cases, the person requesting to see the season ticket will show appropriate identification.
- iv) **LOST SEASON TICKETS** – season tickets which are lost will not be replaced. Applicants will have to purchase a new season ticket.
- v) **DAMAGED SEASON TICKETS** - season tickets which are rendered unusable through damage will be replaced at the discretion of the Council. Damaged tickets must be returned and be identifiable. An administrative charge of £10 will have to be paid for a replacement season ticket.
- vi) Season tickets issued under this scheme can only be used for travel on the service stated on the season ticket.
- vii) Season tickets can only be issued to pupils resident in the East Riding of Yorkshire who are attending a school maintained by the East Riding of Yorkshire Council.
- viii) The type of transport to be provided is at the discretion of the East Riding of Yorkshire Council
- ix) Your son/daughter must comply with the requirements of the Council's Home to School Transport Behaviour Policy. Failure to comply with the Home to School Transport Behaviour Policy may lead to withdrawal of the season ticket without recompense. Bus Monitors are appointed to most bus services and the Council uses CCTV to monitor behaviour. Reports by Bus Monitors, bus operators and CCTV videos may be used in determining action to be taken to address pupil behaviour.
- x) The information on this form will be shared with the operator providing transport for your son/daughter.
- ix) A new season ticket will be issued each term. Applicants paying annually will be eligible for a season ticket for the school year and will therefore receive a new ticket at the start of each term. For those paying termly or monthly, the Council can only

guarantee that a season ticket will be available for that period and cannot guarantee that a season ticket will be available for any subsequent period.

- x) **PAYMENT BY CHEQUE** – cheques should be made payable to the East Riding of Yorkshire Council.
- xi) Season tickets issued under this scheme can only be used on Council contracted services on which there are spare seats. If there are no spare seats on such a service, season tickets cannot be issued for use on that service. If there are more applicants for season tickets for a particular bus than there are spare seats available on the bus, the applicants will be prioritised using the following criteria and season tickets will be granted to those who receive the highest priority:
- a) the highest priority will be given to pupils who are looked after by a local authority. If there are not enough spare seats to accommodate all pupils who meet this criterion, priority will be given to those who live nearest to the school; then
 - b) pupils who live in the school's designated catchment area. If there are not enough spare seats to accommodate all pupils who meet this criterion, priority will be given to those who live nearest to the school; then
 - c) pupils and students who have a sibling attending the same school; then
 - d) pupils and students who have attended one of their current school's named feeder primary schools.
 - e) All other applicants will be prioritised using the distance from the child's home to the school, those living nearest the school will be given the highest priority.

Completed application forms should be returned with payment to:

**Transport Services
East Riding of Yorkshire Council
The Offices
Annie Reed Road
Grovehill
BEVERLEY
HU17 0LF
Telephone (01482) 392125/26
Fax (01482) 395090**

APPLICATION FORM

HOME TO SCHOOL TRANSPORT SEASON TICKET

PLEASE FILL IN THIS FORM USING BLOCK CAPITALS

Pupil's full name			
Pupil's Date of Birth		Pupil's gender	Male / Female <i>Delete as appropriate</i>
Pupil's School			
Pupil's Home Address <i>- the pupil <u>must</u> be resident in the East Riding of Yorkshire</i> <i>- please indicate if your child travels to school from an address other than their home address.</i>			Post Code
Your daytime telephone number			

Please tick

I would like to buy a season ticket for the above child.	Annually	£180	
I would like to pay for my child's season ticket:			
<i>Payment can be made in cash, by cheque, credit card, debit card etc. For more information about the ways payment can be made please contact the Home to School Transport Team.</i>	Termly	£60 - autumn £60 - spring £60 - summer	
	Monthly - ten payments	£18	
Please state when the date from which you want the season ticket to start			

All information supplied by you in connection with this application, both now and in the future, will be processed in confidence by East Riding of Yorkshire Council for the purposes of considering your application and (where appropriate) arranging the provision of transport. However, in order to assess your needs and the accuracy of the information supplied, we may share this information with other bodies, in particular schools, Social Services and other local education authorities. (We have a legal responsibility to protect public funds. We may use the information provided to prevent and detect fraud. We may also share this information with other organisations that handle public funds).

I confirm I have read and understood the home to school transport season ticket terms and conditions (see separate sheet).

Signature of Parent/Guardian			
Print Name		Date	